



MINUTES

Durham Convention & Visitors Bureau
A Tourism Development Authority
Board of Directors Meeting
101 East Morgan Street
Tuesday, September 28, 2004, 3:00 PM

Present

Paul Broughton
E'Vonne Coleman
James Heyward
Ron Hunter
Tom Krakauer
Cora Cole-McFadden

Brian McGhee
John Mallard
Tom Niemann
Dan Patel
Reyn Bowman
Shelly Green

Absent

Becky Heron

Bill Kalkhof

At 3 p.m., Vice Chair John Mallard called the meeting to order with Bill Kalkhof absent for personal reasons and Becky Heron for business reasons. The following actions were taken:

- Voted to approved the Minutes of August 24, 2004
- Reviewed and voted to accept the Independent Annual Financial Audit as conducted by Robinson & Fairey, CPA's and approved by the NC Local Government Commission.
- Voted to approve the Financial Status Report as of August 31, 2004.
- Reviewed the last of three primers to prepare for the annual performance evaluation of the President & Chief Executive Officer.
- Reviewed and discussed the monthly Presidents progress memo.

At 5 p.m., Chairman Tom Niemann adjourned the meeting.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "E'Vonne Coleman".

E'Vonne Coleman
Secretary/Treasurer

101 East Morgan Street
Durham, North Carolina 27701 USA
(919) 687-0288 TDD (919) 688-8680
(800) 446-8604 FAX (919) 683-9555
www.durham-nc.com